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Disc Spcl 2-19-13
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Memorandum

To: Scott Adkins, City Manager
From: Paul VanDamme, Purchasing Assistant
Date: February 12, 2013
Re: **Janitorial Cleaning Services**
Bid # 101-011301

Bid Advertised:	December 21, 2012 in the Macomb Daily
Pre-Bid Meeting:	January 10, 2013 at 10:00 a.m. Local Time
Bid Due:	January 23, 2013 at 11:00 a.m. Local Time
Present at Bid Opening:	Scott Adkins, City Manager Paul VanDamme, Purchasing Assistant Virginia Green, Administrative Assistant Scott Pruzinsky, Maintenance Foreman Representatives from: McCoy Maint. Inc., Page Bldg. Maint. Inc., Aaro Companies, American Cleaning, Giant Janitorial and CMS Group

Specifications were written for Janitorial and Cleaning Services for City buildings. Bid invitations were sent to four (4) companies. A pre-bid meeting was held to review specifications in detail and view the buildings. Twelve (12) companies attended the pre-bid meeting. Eleven (11) companies submitted bids.

A panel was formed, based on the sensitivity of the buildings being cleaned, to interview the two lowest bidders meeting specifications. This panel consisted of Robert Cady, Assistant City Manager, Chief Berlin, Melissa King Shannon, 39th District Court Administrator, Paul VanDamme, Purchasing Assistant and Scott Pruzinsky, Building Maintenance Forman. The panel determined the low bid submitted meeting specifications and qualifications to clean sensitive areas within the City is American Cleaning, LLC of Macomb Township in the amount of \$71,448. This amount includes \$7,968 for the yearly cleaning of SERESA and does not include the cost of cleaning of the Recreation Center.

Robert Webber from Nickel & Saph, Inc. has verified and approved American's certificate of liability insurance coverage. If approved by council the City will be named additional insured. All references have been submitted, reviewed and confirmed. American Cleaning, LLC has similar municipal janitorial cleaning service contracts and has done work in a satisfactory manner with the City of Ferndale, Shelby Township, City of Wixom and City of Rochester.

Therefore, it is recommended that the City accept the bid submitted by **American Cleaning, LLC.** in the amount of **\$71,448** for the Janitorial Cleaning Services Contract. Should you have any questions, please contact my office.

Attachments

MOTION MADE BY _____

MOTION SECONDED BY _____

TO AMEND THE ZONING ORDINANCE TO ADD DEFINITIONS TO ARTICLE 2, SECTION 201, OF THE ZONING ORDINANCE FOR ANTIQUE SHOP, COLLECTIBLE STORE, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

**CITY OF ROSEVILLE
MACOMB COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING ORDINANCE TO ADD DEFINITIONS TO ARTICLE 2, SECTION 201, OF THE ZONING ORDINANCE FOR ANTIQUE SHOP, COLLECTIBLE STORE, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

CITY OF ROSEVILLE ORDAINS:

Section 1. Article 2, Section 201, of the Zoning Ordinance is revised to add the following definitions as follows:

Section 201. Definitions: A-C

Antique Shop: An establishment engaged in the selling of used Merchandise that is at least 100 years old excluding motor vehicle parts, tires, recreational vehicles (RV's) and mobile homes. The objects sold have a special value because of their age, especially a domestic item or piece of furniture or handicraft esteemed for its artistry, beauty, or period or origin. It can be any piece of furniture or decorative object or the like produced in a former period and valuable because of its beauty or rarity.

Collectible Store: An establishment engaged in the selling of used Merchandise that is at least 25 years old or older excluding motor vehicle parts, tires, recreational vehicles (RV's) and mobile homes. They are things considered to be worth collecting but not necessarily valuable or antique.

Section 201. Definitions: S-Z

Used Goods/Secondhand Store: A store that sells secondhand goods (previously used by another; not new) at reduced prices. It is engaged in dealing in previously used merchandise or secondhand goods excluding motor vehicles, such as automobiles, recreational vehicles (RV's), motorcycles, and boats; motor vehicle parts; tires; and mobile homes.

Section 2. Repealer. All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Severability. If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of remaining portions of the ordinance, being the intent of the City that this ordinance shall be fully severable.

Section 4. Effective Date. Provisions of this Ordinance shall become effective twenty (20) days following adoption.

AYES _____

NAYS _____

ABSENT _____

JOHN CHIRKUN, Mayor

Attested:

RICHARD STEENLAND, City Clerk

I, Richard Steenland, City Clerk of the City of Roseville, Macomb County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Roseville, assembled in regular session on February _____, 2013. Said Ordinance was posted in the following places:

Roseville Police Station, 29753 Gratiot Avenue
Roseville Public Library, 29777 Gratiot Avenue
Roseville Civic Center, 29777 Gratiot Avenue

Notice of said posting was published in *The Macomb Daily* on February _____, 2013.

Richard Steenland, City Clerk

MOTION MADE BY _____

MOTION SECONDED BY _____

TO AMEND THE CITY OF ROSEVILLE'S ZONING ORDINANCE, BY AMENDING ARTICLE 17, TO PROVIDE FOR PLAN UNIT DEVELOPMENT DISTRICT, PROCEDURE FOR APPLICATION FOR A PLAN UNIT DEVELOPMENT, STAGE ONE SITE PLANS, STAGE TWO FINAL SITE PLANS, STAGE TWO FINAL SITE PLAN APPROVAL, REQUIRED CONDITIONS, SPECIAL DISTRICT MAPS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

**CITY OF ROSEVILLE
MACOMB COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF ROSEVILLE'S ZONING ORDINANCE, BY AMENDING ARTICLE 17, TO PROVIDE FOR PLAN UNIT DEVELOPMENT DISTRICT, PROCEDURE FOR APPLICATION FOR A PLAN UNIT DEVELOPMENT, STAGE ONE SITE PLANS, STAGE TWO FINAL SITE PLANS, STAGE TWO FINAL SITE PLAN APPROVAL, REQUIRED CONDITIONS, SPECIAL DISTRICT MAPS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

CITY OF ROSEVILLE ORDAINS:

Section 1. The City of Roseville Zoning Ordinance is hereby amended to provide for Article 17, Section 1710-1760, which provide as follows:

Section 1710. Planned Unit Development District:

The PUD Planned Development District is intended to permit the private or public development or redevelopment of commercial and industrial zoned areas throughout the city which shall be substantially in accord with the goals and objectives of the City of Roseville Master Plan in providing for a balanced land use pattern for homes, business, industry, community facilities and services. Homes shall be single family or condominium projects with the obligation of being developed for owner occupants. The land use patterns of the areas involved shall provide a desirable environment and shall be harmonious to the general surrounding uses permitting flexibility in overall development while ensuring adequate safeguards and standards for public health, safety, convenience and general welfare. It is further the intent of this district to provide for development which will be carried out in such manner as to preserve natural features and their accessibility to the public and to promote energy efficient development. Such Planned Development Districts may embrace a mixture of one (1) or more uses or zoning categories all in accord with the City of Roseville Master Plan for Future Land Use.

Section 1720. Procedure for Application:

Application shall be made to the City Council under this District. The person applying shall be required to make a submittal of the following material for review and recommendation by the Planning Commission.

1. A proof of ownership of land where land is being requested for rezoning. A property area survey of the exact area being requested (scale: one (1) inch equals one hundred (100) feet).
2. A topography map of the entire area at a contour interval showing one (1) foot changes in elevation. This map shall indicate all natural and man-made features (scale: one (1) inch equals one hundred (100) feet).
3. A preliminary plan of the entire area carried out in such detail as to show the land use being requested, the business area, industrial buildings and uses, the housing densities being proposed where applicable, the system of collector streets, and off-street parking system.
4. Building elevation drawing and proposed building materials.
5. A written statement explaining in detail the full intent of the sponsor indicating the specifics of the development plan as it relates to the type of dwelling units contemplated and resultant population; the extent of nonresidential development and the resultant traffic generated and parking demands created; and providing supporting documentation such as but not limited to: market studies, supporting land use request, and the intended scheduling of development.

Section 1730. Stage I – Preliminary Site Plan:

The preliminary site plan shall be referred to the City Building Official or his/her designee, to other City agencies or consultants to the City as may be deemed necessary to provide guidance to the Planning Commission and the City Council in their review of the project.

In reviewing and approving the preliminary site plan, the following procedures and conditions shall be followed:

1. The proposed development in a PUD district shall be of such area as to represent a sound carrying out of the master plan of land use, it not being the intention of this district that an unrelated parcel-by-parcel development be effectuated.

2. The preliminary site plan shall be reviewed and a report with recommendation shall be made by the Planning Commission to the City Council relative to the plans meeting the intent and the requirements of the Master Plan of Future Land Use and the requirements of the Zoning Ordinance.
3. Recommendation by the Planning Commission shall be given only after public hearing. Such hearing shall be carried out in accord with requirements of Act 110 of 2006 as amended.
4. Approval of the preliminary plan by the City Council shall not constitute approval of the final site plan. It shall be deemed as approval of the land use plan submitted and shall serve as a guide in the preparation of the final plan.
5. Acceptance of the preliminary site plan by the City Council shall be effective for a period of two (2) years.
6. In an area zoned PUD District, no development shall take place therein nor use made of any part thereof except in accordance with the site plan as originally approved, or in accordance with an approved amendment thereto.

Section 1740. Stage II – Final Site Plan:

The final site plan shall be submitted to the City Council and referred to the City Building Official or his/her designee, and to other City agencies or Consultants to the City as may be deemed necessary to provide guidance to the Planning Commission and the City Council in their review of the project.

In reviewing the final site plan, the following conditions shall be followed:

1. A final overall site plan for the entire area being requested under this PUD District shall be submitted. This plan shall be worked out in detail showing specific uses, building location, off-street parking, street alignment changes, open spaces and other physical plan details being proposed. Supporting documentation in the form of building floor plans, building elevation drawings, type of building material and schedule of construction shall be submitted.
2. The final plan shall reflect and adhere to those use patterns as approved in the preliminary plan. Standards for building, density, height, bulk, setbacks from public streets and off-street parking shall be equal to at least the minimum standards set forth for like uses in the schedule of regulations and off-street parking requirements of this ordinance, provided however, the Planning Commission and City Council may modify these standards where the objectives of the district can be proved to be better served by such modifications. Density standards for multiple family dwellings shall generally follow the requirements of

the RM-1 districts for one (1), two (2) and three (3) story buildings and the RM-2 district requirements for buildings above three (3) stories subject to modification where it can be shown that such modification will provide a more desirable planned development. In those instances where mixed uses utilize a PUD District, the Planning Commission may vary setback and height requirements to accomplish a desirable planned development.

3. A presentation of the final site plan shall be made to the City Council. Prior to action by the City Council, the final site plan shall be forwarded to the Planning Commission for review and recommendation.

Section 1750. Stage II – Final Site Plan Approval:

In approving the final plan, the following conditions shall be set forth: —

1. Approval of the final site plan (Stage II) may be granted by the City Council after review and recommendation is made by the Planning Commission. A Public hearing shall not be required on the Stage II site plan, however, a resolution of the City Council is required determining that such Stage II site plan is in compliance with the planned development representations made at the time of approval of the Stage I site plan, and also meets the requirements set forth in Section 1750 which follows. Final approvals may be granted in stages provided such stages are in keeping with previously approved preliminary site plans.
2. All dedications of public rights-of-way or planned public open spaces shall be made prior to any construction taking place on the site.
3. Upon issuance of a certificate of site plan approval the site plan, building elevations and other development proposals including the proposed uses, shall become an integral part of the PUD District and for purposes of recordation, shall be referred to as “Planned Development No. _____” which number shall be recorded on the appropriate properties of the city zoning map. All approved plans shall be filed with the City Clerk.
4. Approval of the final site plan shall be effective for a period of three (3) years; providing that development is commenced within one (1) year, as evidenced, at a minimum, by issuance of a building permit. If development is not commenced within one (1) year or not completed within three (3) years, the Planning Commission shall review progress to date and make a recommendation to the City Council as to action relative to permitting continuation under original approval.

Section 1760. Required Conditions:

The following are the required conditions of the PUD District.

1. Provisions satisfactory to the City Council have been made to provide for the financing of any improvements shown on the plan for open spaces and common use areas which are to be provided by the applicant, and that maintenance of such improvements is assured by a means satisfactory to the City Council. Such assurance may include bonding or other suitable guarantee of performance.
2. The cost of installing all streets, necessary utilities and site amenities has been assured by a means satisfactory to the City Council.
3. The final plan of each project area of the approved plan is in conformity with the overall approved plan. Any changes or amendments requested shall suspend approval of the overall plan until such changes or amendments have been reviewed and approved as in the instance of the first submittal, it being the intent of this section that no other administrative or board of appeals action shall constitute official approval of such changes or amendments to the overall plan. Denial by City Council of any requested changes or amendments shall not void the originally approved plan.
4. A change of occupancy, a change in type of use, or the alteration of a building or the site in a previously approved PUD District shall require the review of the Building Official. The Building Official may request a review by the Planning Commission where a question arises relative to whether such change falls within the intent of the previously approved PUD District.
5. Fees for review of plans and for services required to supplement City staff as may be required to provide background for decisions of the Planning Commission and the City Council shall be established by resolution of the City Council.

Section 2. Repealer. All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Severability. If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of remaining portions of the ordinance, being the intent of the City that this ordinance shall be fully severable.

Section 4. Effective Date. Provisions of this Ordinance shall become effective twenty (20) days following adoption.

AYES _____

NAYS _____

ABSENT _____

JOHN CHIRKUN, Mayor

Attested:

RICHARD STEENLAND, City Clerk

I, Richard Steenland, City Clerk of the City of Roseville, Macomb County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Roseville, assembled in regular session on February _____, 2013. Said Ordinance was posted in the following places:

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Roseville Civic Center, 29777 Gratiot Avenue

Notice of said posting was published in *The Macomb Daily* on February _____, 2013.

Richard Steenland, City Clerk

MOTION MADE BY _____

MOTION SECONDED BY _____

TO AMEND THE CITY OF ROSEVILLE'S ZONING ORDINANCE, ARTICLE 1900, SECTION 1903, TO PROVIDE FOR DEFINITIONS, REVISE THE APPROVAL PROCESS, AND REVISE USE REGULATIONS FOR NONESSENTIAL WIRELESS COMMUNICATION FACILITIES, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

**CITY OF ROSEVILLE
MACOMB COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF ROSEVILLE'S ZONING ORDINANCE, ARTICLE 1900, SECTION 1903, TO PROVIDE FOR DEFINITIONS, REVISE THE APPROVAL PROCESS, AND REVISE USE REGULATIONS FOR NONESSENTIAL WIRELESS COMMUNICATION FACILITIES, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

CITY OF ROSEVILLE ORDAINS:

Section 1. The City of Roseville's Zoning Ordinance, Article 1900, Section 1903, is hereby amended to provide a definition section at the beginning of the Section as follows:

Definitions:

"Collocate" means to place or install wireless communications equipment on an existing wireless communications support structure or in an existing equipment compound. *"Collocation"* has a corresponding meaning.

"Equipment compound" means an area surrounding or adjacent to the base of a wireless communications support structure and within which wireless communications equipment is located.

"Wireless communications equipment" means the set of equipment and network components used in the provision of wireless communications services, including, but not limited to, antennas, transmitters, receivers, base stations, equipment shelters, cabinets, emergency generators, power supply cables, and coaxial and fiber optic cables, but excluding wireless communications support structures.

Section 2. The City of Roseville's Zoning Ordinance, Article 1900, Section 1903(1), is hereby amended as follows:

1. Approval:

- a. The Planning Commission shall approve or deny the application not more than 60 days after the application is considered to be administratively complete. If the Planning Commission fails to timely approve or deny the application, the application shall be considered approved and the Planning Commission shall be considered to have made any determination required for approval.
- b. After an application for a special land use approval is filed with the Building Department, the Department shall determine whether the application is administratively complete. Unless the Building Department proceeds as provided under subsection c, the application shall be considered to be administratively complete when the Building Department makes that determination or 14 business days after the Building Department receives the application, whichever is first.
- c. If, before the expiration of the 14-day period under subsection b, the Building Department notifies the applicant that the applications is not administratively complete, specifying the information necessary to make to the application administratively complete, or notifies the applicant that a fee required to accompany the application has not been paid, specifying the amount due, the running of the 14-day period under subsection d is tolled until the applicant submits to the body or official the specified information or fee amount due. The notice shall be given in writing or by electronic notification. A fee required to accompany any application shall not exceed the actual, reasonable costs to review and process the application or \$1,000.00, whichever is less.

Section 3. The City of Roseville's Zoning Ordinance, Article 1900, Section 1903, is hereby amended to add the following as subsection 9, and renumbering the sections currently in place in sequential order after the new subsection 9. The new subsection 9 shall provide as follows:

9. Use Regulations. The following use of property standards shall apply to all applicants to locate a nonessential wireless telecommunications antenna array or support structure in the City.
 - a. Wireless communications equipment is a permitted use of property and is not subject to special land use approval or any other approval under this act if **all** of the following requirements are met:

- (1) The wireless communications equipment will be collocated on an existing wireless communications support structure or in an existing equipment compound.
 - (2) The existing wireless communications support structure or existing equipment compound is in compliance with this zoning ordinance or was approved by Planning Commission or Building Official.
 - (3) The proposed collocation will not do any of the following:
 - i. Increase the overall height of the wireless communications support structure by more than 20 feet or 10% of its original height, whichever is greater.
 - ii. Increase the width of the wireless communications support structure by more than the minimum necessary to permit collocation.
 - iii. Increase the area of the existing equipment compound to greater than 2,500 square feet.
 - (4) The proposed collocation complies with the terms and conditions of any previous final approval of the wireless communications support structure or equipment compound by the Planning Commission or Building Official.
- b. Wireless communications equipment that meets the requirements of subsection (1) and (2) but does not meet the requirements of subsection (3) or (4) is a permitted use of property if it receives special land use approval under subsection c to f.
 - c. An application for special land use approval of wireless communications equipment described in subsection b shall include all of the following:
 - (1) A site plan as required under section 501 of PA 110 of 2006, including a map of the property and existing and proposed buildings and other facilities.
 - (2) Any additional relevant information that is specifically required by a zoning ordinance provision described in section 502(1) or 504 of PA 110 of 2006.
 - d. Special land use approval of wireless communications equipment described in subsection b may be made expressly conditional only on the wireless communications equipment's meeting the requirements of all

local ordinances and of federal and state laws before the wireless communications equipment begins operation

Section 2. Repealer. All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Severability. If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of remaining portions of the ordinance, being the intent of the City that this ordinance shall be fully severable.

Section 4. Effective Date. Provisions of this Ordinance shall become effective twenty (20) days following adoption.

AYES _____

NAYS _____

ABSENT _____

JOHN CHIRKUN, Mayor

Attested:

RICHARD STEENLAND, City Clerk

I, Richard Steenland, City Clerk of the City of Roseville, Macomb County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Roseville, assembled in regular session on February _____, 2013. Said Ordinance was posted in the following places:

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Notice of said posting was published in *The Macomb Daily* on February _____, 2013.

Richard Steenland, City Clerk

MOTION MADE BY _____

MOTION SECONDED BY _____

TO AMEND THE CITY OF ROSEVILLE CODE OF ORDINANCES TO REPEAL CHAPTER 216, PAWNBROKERS, AND CHAPTER 250, SECONDHAND GOOD DEALERS, AND TO REPEAL CHAPTER 179, JUNK DEALERS, AND REPLACE IT WITH A NEW CHAPTER 179 REGULATING AND LICENSING PAWNBROKERS, SECONDHAND DEALERS AND JUNK DEALERS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

**CITY OF ROSEVILLE
MACOMB COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO REPEAL CHAPTER 216, PAWNBROKERS, AND CHAPTER 250, SECONDHAND GOOD DEALERS, AND TO REPEAL CHAPTER 179, JUNK DEALERS, AND REPLACE IT WITH A NEW CHAPTER 179 REGULATING AND LICENSING PAWNBROKERS, SECONDHAND DEALERS AND JUNK DEALERS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

CITY OF ROSEVILLE ORDAINS:

Section 1. Preamble.

WHEREAS, in order to protect public health, safety and welfare and to advance legitimate rational regulation of businesses, the City is desirous of licensing and regulating pawnbrokers, second hand dealers, and junk dealers in order to promote and protect public health and welfare, reduce and or eliminate the acceptance and resale of stolen or unauthorized property and reduce crime through such regulation.

Section 2. Chapters 216, 250 and 179 are hereby repealed in their entirety. Chapter 179 is hereby replaced to provide as follows:

§ 179-1. Short Title.

This chapter shall be known and cited as the Pawnbroker, Secondhand Dealer and Junk Dealer Ordinance of the City of Roseville and will be referred to herein as this chapter.

§ 179-2. Definitions.

As used in this chapter, unless the context requires a different meaning, the following words and phrases shall have the meaning ascribed by this section:

- (a) Auto Salvage Dealer. Any junk dealer engaged substantially in the business of purchasing or receiving, wrecking or dismantling, and the sale or exchange of motor vehicles for the purpose of salvaging parts or materials therefrom.
- (b) Auto Salvage Yard or Shop. Any place where an auto salvage dealer purchases, receives, wrecks, dismantles, sells, or exchanges used motor vehicles, or parts, or materials salvaged therefrom.
- (c) Collector Vehicle. Any vehicle used for the collection, transportation, or handling of junk, or secondhand property, except not including a towing vehicle used to transport automobiles substantially used other than in transportation of motor vehicles as part of an auto salvage dealer business.
- (d) Employee. Means any person eighteen (18) years of age, or older, who renders any services in connection with the operation of a pawnbroker, secondhand dealer, or junk dealer business and who receives compensation from the business, or patrons thereof.
- (e) Good Moral Character. The propensity on the part of the person to serve the public in a licensed area in a fair, honest and open manner.
- (f) Goods. Any item not specifically covered by other definitions contained in this section.
- (g) Junk. Any personal property which is, or may be salvaged for reuse, resale, reduction, or similar disposition, or which is possessed, transported, owned, collected, accumulated, dismantled, or assorted for any of the aforesaid purposes. Without limiting the aforesaid definition of "junk" terms shall include used, or salvaged rope, bags, paper, rags, glass, rubber, wood pellets, and similar articles of property and used motor vehicles, machinery, or parts thereof which are used, owned, or possessed for the purpose of wrecking or salvaging parts of materials there from. Metals available or used for as scrap, shall be considered as junk.
- (h) Junk Dealer. Any person whose substantial business is buying, exchanging, collecting, receiving, storing, accumulating, selling, or otherwise handling junk.
- (i) Junk Yard or Junk Shop. Any place at which a junk dealer buys, exchanges, collects, receives, stores, accumulates, sells, or otherwise handles junk.

- (j) Owner or Operator. Any person who owns any part of, or controls a pawnbroker, secondhand dealer, or junk dealer business. This includes individuals, licensees, managers, lessees, sponsors, partnerships, corporations, societies, organizations, associations, limited liability companies, or any combination of individuals, of whatever form or character.
- (k) Patron. Means any person eighteen (18) years of age, or older, who does business in any form with a pawnbroker, secondhand dealer, or junk dealer business.
- (k) Pawnbroker. Means any person, corporation, member of a limited liability company, member of a partnership, or firm who loans money on deposit, or pledge personal property, or other valuable thing, other than securities, or printed evidence of indebtedness, or who deals in the purchasing of personal property, or other valuable things on condition of selling the same back again as stipulated price.
- (l) Pawn Shop. Any place where a pawnbroker regularly conducts the business of being a pawnbroker.
- (m) Scrap Iron and Metal Processor or Recycler. Any junk dealer engaged substantially in the business of purchasing or receiving scrap iron and metal (except scrap motor vehicles not purchased from a licensed auto salvage dealer, or junk dealer) and the storing, processing, recycling, and sale or exchange thereof.
- (n) Scrap Yard. Any place where a scrap iron and metal processor, or recycler engages in the business or receiving, storing, processing or recycling scrap iron or metal.
- (o) Secondhand Dealer. Means any person, corporation, member of a co-partnership, or firm, or limited liability company whose principal business is that of purchasing, storing, selling, exchanging, and receiving secondhand personal property of any kind, or description. Excluded from Sections 179-10, 12,13,15,16,17,22 shall be any business whose primary business is the purchase and resale of clothing.
- (p) Secondhand Store. Any place at which a second dealer buys, exchanges, collects receives, stores, or sells secondhand property. Excluded from Sections 179-10, 12,13,15,16,17,22 shall be any business whose primary business is the purchase and resale of clothing.

- (q) Certain Regulated Businesses Exclusion of Certain Provisions. Any owner, person, corporation, limited liability company, member of a co-partnership, or firm which is regulated pursuant to state law and which is required to maintain and report transactions pursuant to state law on the recommendation of the Police Chief shall be permitted to be exempt from Sections 179-3 through 10, 11,13,15,17, and 22 other than those regulated by state laws involving secondhand and junk dealers pursuant to MCL 445.401 et seq., precious metal and gems pursuant to MCL 445.481 et seq. and pawnbrokers, dealers and junk dealers pursuant to MCL 445.471 et seq.

§ 179-3. License Required.

No owner, or operator shall engage in or carry on the operation of a pawnbroker, secondhand dealer, or junk dealer business without first obtaining and maintaining a valid business license issued by the City pursuant to this chapter for each separate office, or place of business conducted by such owner or operator.

§ 179-4. License Application.

Any owner or operator desiring a pawnbroker, secondhand dealer, or junk dealer, or business license shall file a written application with the City on a form to be furnished by the City. A separate application shall be completed for pawnbroker, secondhand dealer and junk dealer. The applicant shall accompany the application with the correct license fee, which fee shall not be refundable, and shall furnish the following information:

- (a) Type of ownership of the business, i.e. whether individual, partnership, corporation, or otherwise, including copies of the most recent annual statement and most recent Articles of Incorporation, Partnership Agreement, Articles of Organization, or other applicable document.
- (b) The name, style and designation under which the business or practice is to be conducted, including each address at which the business is to be conducted.
- (c) A complete list of the names, resident addresses, birth dates, and driver licenses numbers, if applicable, of all owners, employees and persons, or entities lending, investing, or giving money to the business, identifying where applicable, any employees who will manage, or be in charge of the operation of the business at any time.
- (d) The following personal information concerning the applicant and owners, if an individual; concerning each stockholder, officer, or director if a corporation; concerning each member, if a limited liability company; concerning the partners,

including general and limited partners, if a partnership and concerning the manager or other person principally in charge of the operation of the business:

- (1) Name, address and telephone number, date of birth and driver license number, if applicable;
 - (2) Two previous addresses prior to the present address of the applicant;
 - (3) Written proof showing date of birth;
 - (4) Height, weight, color of hair, eyes and sex;
 - (5) Two front faced portrait photographs taken within thirty (30) days of the date of application, at least 2 inches by 2 inches in size;
 - (6) A full accurate and complete business history detailing experience, including, but not limited, whether or not such person has previously had any ownership interest in, or worked at, in this or another city or state, the same or similar business, including whether any license or permit issued, whether any such license or permit was ever denied, revoked, or suspended, the reason thereof and business activities, or occupations including the full name and address of the business and the name and phone number of any contact persons;
 - (7) All criminal convictions other than misdemeanor traffic violations, fully disclosing the jurisdiction in which such conviction occurred, the offense for which conviction, or such conviction and the circumstances thereof;
 - (8) Complete set of fingerprints taken and to be retained on file by the Chief of Police, or his or her authorized representative;
- (e) Authorization for the City, its agents and employees to seek information and conduct an investigation to the truth of the statements set forth in the application and qualifications of the applicant.
- (e) The names and addresses of three adult residents in the county who will serve as character references, who must be persons other than relatives and business associates.
- (f) A written declaration by the applicant under penalty of perjury that the information contained in this application is true and correct with such declaration dated and signed in the City.
- (g) Execution of any and all necessary documents and a statement indicating that proper equipment will be installed for the direct electronic entry into the City of

Roseville's computerized system, or third party contractor, transaction information, or recording by electronic transmission pursuant to this Ordinance.

§ 179-5. Investigations and Inspections.

- (a) Upon receipt of an application for a pawnbroker, secondhand dealer, or junk dealer business license, the City shall refer application to the Chief of Police, or his designee who shall conduct an investigation into the applicant's moral character, personal and criminal history. A personal interview may be required and such further information, identification and physical examination of the person and proposed business premises and records of the applicant as shall bear on the investigation.
- (b) The Chief of Police, or his designee shall cause to be conducted an investigation of the premises where the business is to be carried on for the purpose of insuring that the premises comply with all requirements set forth in this Chapter and with Ordinances of the City relating to public, health, safety and welfare. Additionally, no applicant's license shall be considered as issued until all equipment is installed and demonstrated to be operating for the electronic transmission of information relating to transactions as required pursuant to this Ordinance.
- (c) An applicant shall submit to lawful inspections by the City and any of its departments, as well as the county and any other governmental agencies as necessary to insure that the proposed business and applicant comply with applicable laws, ordinances and regulations of the City. An application may be refused for submission for approval to the City Council until a report form applicable departments is received and information furnished such that the applicant or proposed premises comply with all applicable laws, ordinances and regulations.
- (d) Before issuance of any license, the Chief of Police, or his designee shall submit within forty-five (45) days of receipt of an application and report of investigations, inspections and a recommendation for approval or denial.

§ 179-6. License Issuance; Conditions for Denial.

The City upon receipt of an application for a license required by this chapter, and reports and recommendations of the Chief of Police, or his designee shall place the application upon the agenda for the next regularly scheduled Council meeting, provided that such meeting date is not less than seven (7) days from the date of receipt of such application by the City Clerk. If it is less than seven (7) days from such receipt, such application shall be placed upon the agenda for the following regular meeting of the Council. The Council shall determine whether or not such license shall issue, after reviewing the reports of investigation and inspection and recommendation by the Chief of Police, or his designee

and other employees of the City. The Council shall direct that a license be issued within fourteen (14) days provided in addition electronic transmission is demonstrated to be capable unless it finds that:

- (a) The correct fee has not been tendered or any fee in the form of check or draft has been dishonored.
- (b) The operation as proposed is not compliant with the applicable laws including but not limited to the City's building, fire, zoning and health ordinances.
- (c) The applicant or any person having an ownership interest in any entity which is the applicant, or a manager, has been convicted of any crime involving moral turpitude, including but not limited to prostitution and pandering, gambling, extortion, fraud, criminal usury, controlled substances, weapons, assault, theft unless such conviction occurred at least fifteen (15) years prior to the date of application.
- (d) The applicant has knowingly made any false misleading or fraudulent statement of fact in the permit application, or in any document required by the City.
- (e) The applicant has had a similar business license, or other similar permit, or license denied, revoked, or suspended for any of the causes set forth here and above in the ordinance, or any other state or local agency within the prior fifteen (15) years to the date of application.
- (f) The applicant or any owner is not eighteen (18) years of age or older.

The Council, if it denies an application, shall specify the grounds for denial, notifying the applicant by regular mail, addressed to the address furnished in the application which notice shall specify the grounds for denial.

§ 179-7. Hearings on Appeals or Variances.

- (a) Within twenty (20) days of the date of denial of an application, the applicant may request in the form of a written application to the City, furnished to the City Clerk, a hearing before the City Council for reconsideration of the license application denial, or for a variance of any of the provisions of this chapter, which provision constituted grounds for the original denial of the application. Such hearings shall be conducted as follows:
 - (1) The applicant and his or her attorney, may present and submit evidence on the applicant's behalf to show that the grounds for the original denial do not exist, or are inaccurate.

- (2) After reviewing the evidence, Council shall determine whether to uphold the denial, or grant the application.
- (3) The applicant and his or her attorney, may present a statement and adequate evidence, demonstrating that:
 - (a) Exceptional or extraordinary circumstances, or conditions apply to the business referred to in the appeal submitted which circumstances or conditions do not apply generally to any proposed business which warrant the issuance of the application notwithstanding conformity to the ordinance.
 - (b) That the granting of such license will not materially affect the health, safety, or welfare of persons residing or working in the neighborhood, patrons, or the public at large and that such issuance shall not be a material detriment, or injurious to public welfare.
- (b) In all cases where a variance is granted, Council shall find:
 - (1) That the grant of the variance will be in harmony with the general purpose and intent of this chapter; and
 - (2) That the grant of the variance will not be detrimental or injurious to the neighborhood or the City at large.
 - (3) The Council may impose reasonable conditions, if the license is approved for issuance.

§ 179-8. Inspections of Business Premises.

- (a) Every licensee shall permit all reasonable inspections of the business premise, including during regular business hours and otherwise after regular business hours and shall at all times comply with all applicable laws, including after expiration of any license and during any period the license may be revoked or suspended.
- (b) Any licensee shall display the license in an open and conspicuous place on the premises visible to the patrons of the premises.
- (c) During the pendency of any application, or during the term of any license, if any information provided in the application changes, such change of information shall be furnished in writing to the Chief of Police, or his designee within seventy-two (72) hours after such change.

§ 179-9. License Fees; Expirations; Transfers.

- (a) Fees shall be established from time to time by resolution of the Council.
- (b) License granted shall expire on June 30th of each year and shall require payment of a renewal fee for the ensuing year.
- (c) No license shall be deemed transferable, separable, or divisible.

§ 179-10. Procedures and Forms for Fingerprinting, Statements and Recording of Transactions; Inspection of Records.

- (a) The City shall furnish forms for the taking of fingerprints and furnishing additional information as required by regulations of the Roseville Police Department. Every person licensed to conduct, maintain, or engage in a business of pawnbrokers, secondhand dealer, or junk dealer, shall maintain in a form provided by the Chief of Police, or his designee, records in the manner and form as provided herein, which shall be subject to inspection by the Roseville Police Department upon request.
- (b) Every licensee, owner and employee, shall keep a record of all persons and/or entities with whom business has transacted and all property coming into their possession. Reports must be electronically transmitted to the Chief of Police, or his designee. Within forty-eight (48) hours a report must be transmitted by means of electronic transmission through a modem, or similar device in a format that the data is capable of direct electronic entry into the City of Roseville's Police Department's computerized system, or third party contractor, as approved by the Chief of Police, or his designee for identifying property coming into the possession of a licensor, including but not limited to all pawn property, all transactions in which used goods have been received the preceding day by pawn, trade, purchase, or consignment and items received by junk dealers. A transaction report by electronic transmission under this sub section shall not be reported on paper forms, unless the Chief of Police, or his designee so requires. All secondhand dealers, junk dealers, and pawnbrokers must have the equipment installed in their place of business no later than May 1, 2013. Information must be reported electronically beginning May 1, 2013. If the volume of transactions does not exceed ten (10) for a ninety (90) day period transactions taking place at that business may not be reported electronically, but shall be reported on paper forms approved by the Chief of Police, or his designee.
- (c) A fee as adopted and subject to change periodically by the City Council shall be assessed per transaction. The vendor will assess the property registration fee for each transaction, the licensee reports either through batch file upload, or directly using the vendor's business interface, or on the vendor's automated reported service that involves transactions subject to the provision of this chapter.

- (d) Transaction is defined as a single buy, or which may involve one or more items and does not include contract extensions, or claims. The per transaction registration fee is not a per item fee, included in the transaction. It is within the sole discretion of the secondhand dealer whether to recover the fee from their customers for registering a transaction.
- (e) The licensee will be invoiced on a monthly basis. The City's vendor automated reporting service isolates and generates a list of the billable transactions will be used for deriving invoiced amounts. The above fees are assessed for the use of the standard vendor's automated recording service. Any custom programming completed for the secondhand dealer will be negotiated on a contract basis and may result in additional licensing arrangements between the vendor and the licensor. Sales tax will be added to the above amounts where applicable. Failure to timely pay as invoiced is a violation of this Chapter.

§ 179-11. Restrictions on Sales.

No entity or person who is not a licensed pawnbroker, secondhand dealer, or junk dealer shall sell, offer for sale, advertise for sale, or represent any article, personal property, or other valuable thing for sale which is subject to the provisions of this ordinance unless the proper license is in effect. No pawnbroker, secondhand dealer, junk dealer, shall purchase, or receive in pawn, any item, or other articles, or keep for sale any such articles, or items unless a current effective license is in effect.

§ 179-12. Sunday Operation Prohibited.

It is unlawful for any person licensed under the provisions of this ordinance, or otherwise as a pawnbroker, or secondhand dealer, or used goods dealer, pursuant to state law to transact business, or to open, or keep open, the place or room where such business is conducted on any Sunday.

§ 179-13. Sales Prohibited During Certain Hours.

No licensee, employee, or agent of a licensee shall sell or purchase by sale, barter, exchange, or otherwise any item under a license issued pursuant to this chapter from or to any person, or entity between the hours of 9:00 p.m. and 7:00 a.m. of the following day. In addition, no person or entity shall or purchase by sale, barter, exchange, or otherwise any junk between the hours of 6:00 p.m. and 7:00 a.m. the following day.

§ 179-14. Prohibited Sale or Possession of Items with Serial Numbers Altered, Removed.

- (a) No licensee, or agent, or employee shall conceal or misrepresent the identity by removing, concealing, defacing, adding to, substituting, or altering, the serial number or manufacturer's number on any motor vehicle, motor, appliance, mechanical device, watch, clock, camera, precision instrument, outboard motor, radio, shotgun, or any other article or thing where the manufacturer has placed numbers for the purpose of identification; by altering or replacing any part of such article, or thing, baring the serial or manufacturer's number with a new or replaced part upon which the proper serial number, or manufacturer's number has not been stamped or placed.
- (b) No person licensed under this article, or employee of such licensed person shall deal in, or possess, any item as described herein above from which the serial numbers have been removed, concealed, defaced, added, substituted, altered, or replaced.
- (c) In all prosecutions under this section, possession by any dealer, licensor, person, or entity of an item from which the serial numbers, or manufacturer's number, or identification number has been removed, concealed, defaced, added, substituted, altered, or replaced shall be prima facie evidence of violation of the provisions of this section.

§ 179-15. Merchandise Displays.

No licensee under this chapter shall display merchandise or articles outside of the building, or fail to change a window display at least twice monthly.

§ 179-16. Police Order to Hold Property.

Whenever a law enforcement official from any agency notifies a auto salvage dealer, junk dealer, pawnbroker, secondhand dealer, or owner or employee of any of the foregoing, the item must not be sold, or removed from the premises. If the hold was conveyed verbally, the hold shall be confirmed by the investigating agency within seventy-two (72) hours either in writing, or by electronic transmission. The order to hold the item shall expire sixty (60) days from the date is placed, unless the holding agency seizes the item of evidence, or obtain other court order to hold the item, or determines that the hold is still necessary and notifies the business in writing, or by electronic transmission to continue to hold the item for an additional sixty (60) days. Each licensee and owner shall be jointly and severally liable for holding such property.

§ 179-17. Retention of Articles for Specified Periods.

- (a) Items, goods, articles and junk purchased or exchanged, shall be retained for not less than fifteen (15) days before disposal in an accessible place in the building where licensed activity occurs. A tag shall be attached to such item in some

visible and conspicuous place with a number corresponding to the entry in the electronic record, or other record provided. For items not recorded electronically, the purchaser shall prepare and deliver on Monday of each week, to the Chief of Police, or his designee, before noon, a legible and correct copy in the English language containing a description of each item and photograph, purchased or received during the previous week, including the hour, day when purchased and a description of the person from whom it was purchased, including a copy of a photo identification. Such statement shall be verified by the affidavit of the licensee, employee, or owner who received the item.

§ 179-18. Prohibited Purchases.

No licensee, owner, or employee shall receive any item, goods, or junk from any person who at the time is intoxicated, or appears to be under the influence of a controlled substance, or is known to be a thief, or receiver of stolen property, or from any person who is suspected not to be the owner of the property, or from any minor under the age of eighteen (18) years.

§ 179-19. Premises, Enclosures and Restrictions.

No Licensee shall maintain a junk yard, junk shop, auto salvage yard, or scrap metal yard, or any other business unless the business is carried on entirely inside a building, or unless the premise is conducted within an enclosed area, except for gates, or doors for ingress and egress by a suitable enclosure such as a fence, or wall as approved by the Planning Commission for the City of Roseville.

§ 179-20. Premises Condition.

- (a) All fences and enclosures shall be maintained in a neat and substantial manner, including but not limited to painting, removal, or replacement of dilapidated areas and maintenance of a continuous uninterrupted even perimeter of the same materials.
- (b) No items, goods, or junk shall be permitted to lean on or touch any such enclosure, or be in front of or suspended on any such enclosure. Items may not be piled higher than two (2) feet below the top of such enclosure and items must be arranged so that safety aisles, driveways and uniformed passage ways are provided, allowing reasonable access to all parts of the premises by law enforcement and fire fighting operations.
- (c) All premises shall be maintained in a clean, sanitary and neat condition and no fire shall be permitted unless a permit from the Fire Marshal and any other regulatory agency has been obtained and is in full force.

§ 179-21. Storage of Scrap Tires.

Scrap tires may only be stored after special land use approval by the Planning Commission under the standards for special land use approval and the zoning ordinance.

§ 179-22. Bonds.

Prior to any license being issued, the applicant shall furnish a corporate security bond, best A Rated, or better and the penal sum of Ten Thousand (\$10,000.0) Dollars with sufficient sureties to be approved by the City which bond shall be conditioned that the owner, operator shall during the time of the license comply with all the laws of the state of Michigan and City pursuant to this chapter and in regard to pawnbrokers, secondhand dealers, junk dealers, precious metal and gem dealers act of the state, as set forth, and the sale of secondhand watches act of the state as set forth, including any amendments to the foregoing state laws. Any person aggrieved by the action of the licensee shall have a right of action on the bond for recovery of money damages. Such bond shall remain in full force and effect for ninety (90) days after the expiration or cancellation of any license, or after the termination of any action upon such bond.

On the recommendation of the Building Inspector, City Manager, or Chief of Police, an additional bond may be required in order to assure that the conditions at the site of the business are maintained from which the costs of any enforcement action shall be repaid to the City in the event of any enforcement action for compliance with this Chapter.

§ 179-23. Compliance with State Laws.

Each licensee and employees must comply with the terms of state laws including but not limited to MCL 445.471 through 445.476 and any amendments thereto, the state act regulating pawnbrokers where applicable MCL 446.201 through 446.219 and any amendments thereto. Full compliance with the precious metal and gem dealer act as set forth in MCL 445.481 through 445.492 and any amendments thereto is required. Compliance with the sale of secondhand watches act MCL 445.551 through 445.555 and any amendments thereto is required.

§ 179-24. Compliance with Zoning Ordinances.

Every licensee and employee shall comply with all requirements for business location at which work, pursuant to any license issued under this chapter, occurs as provided in any applicable zoning ordinances of the City.

§ 179-25. Minors Restricted.

No licensee, dealer, employee, person or entity shall purchase or receive any item or property on the premises or otherwise off premises associated with the business

conducted on the premises, from any person under the age of eighteen (18) years. Minors shall only be permitted upon the premises in the company of a parent, or legal guardian.

§ 179-26. Penalty.

Any licensee, dealer, employee, person, or entity who violates the terms and provisions of this chapter shall be guilty of a misdemeanor, punishable by imprisonment for not more than ninety-three (93) days, or a fine of not more than Five Hundred (\$500.00) Dollars, or both, plus costs. Any violation may also result in a suspension or revocation of such license as prescribed by statute and as otherwise imposed by the Chief of Police after notice of such proposed action at least seven (7) days beforehand. The licensee shall be permitted a hearing before the Chief of Police and a right of appeal as prescribed for denial of the issuance of a license.

Section 2. Repealer. All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Severability. If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of remaining portions of the ordinance, being the intent of the City that this ordinance shall be fully severable.

Section 4. Effective Date. Provisions of this Ordinance shall become effective twenty (20) days following adoption.

AYES _____

NAYS _____

ABSENT _____

JOHN CHIRKUN, Mayor

Attested:

RICHARD STEENLAND, City Clerk

I, Richard Steenland, City Clerk of the City of Roseville, Macomb County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Roseville, assembled in regular session on March _____, 2013. Said Ordinance was posted in the following places:

Roseville Police Station, 29753 Gratiot Avenue

Roseville Public Library, 29777 Gratiot Avenue

Roseville Civic Center, 29777 Gratiot Avenue

Notice of said posting was published in *The Macomb Daily* on March _____, 2013.

— Richard Steenland, City Clerk —

DESCRIPTION OF PROPOSED CDBG PROJECTS & ACTIVITIES (2013-2014)

Residential Rehabilitation **\$130,000**

The purpose of this program is to financially assist low-income families living in single-family housing to improve and maintain the condition of their homes. Activities for rehabilitation will be limited to essential emergency repairs. To be eligible for a rehabilitation loan, the applicant must be an owner occupant, meet HUD/ Roseville income guidelines and assistance must be economically feasible. Loans are available as 3% monthly payment loans, or as zero-interest-deferred loans. Special Mobility loans are also available to the physically impaired and elderly to assist in making their residences more accessible so that they can remain in their homes independently. Services under Special Mobility include wheelchair ramps, hand rails, grab bars, hoist or lifts, and removal of architectural barriers. The rehab program also includes reimbursement for the cost of exterior house paint and painting supplies to assist homeowners to comply with code violations; some restrictions apply.

Local Road Resurfacing **\$245,147 Total; \$146, 935 + \$98,212 Reprogrammed funds**

CDBG funds will be used to combat crumbling residential roads in eligible low/mod income census tract 2561, Block Group s 1 & 4. *Reprogramming \$98,212 from 2012-13 Road Project to 2013 Road Resurfacing project.* Up to Seven (7) roads have been identified as a priority for resurfacing and may include:

Lehner (Petrie to 11 Mile Road);

Nagel (Petrie to 11 Mile Road);

Academy (All 26000 Block)

[Wildwood (All 26000 Block) – May be included if street is within actual bid budget]

Clancy (Petrie to 11 Mile Road);

Ridgemont (Petrie to 11 Mile Road);

Grandmont (All 26000 Block);

Code Enforcement-Rodent Control **\$65,000**

The Code Enforcement Program is a policing activity designed to protect and improve the health, safety, and environment of the city. The City of Roseville employs the Code Enforcement Officers to systematically drive the city and observe compliance with blight or junk ordinances; they respond to citizen complaints of nuisance, health, or safety concerns. When the officers observe situations of non-compliance, they will notify the offender in person or by letter. The officers are also required to represent the City when a citation has been issued and the offender is ordered to court. The Code Enforcement Officers investigate notices of rodent infestation. The officers are certified in the use of pesticides to eradicate the rodents.

Program Administration **\$93,383**

Two staff positions are supported in total or in part from the Administration allocation. An Administrator is charged with general oversight, coordination, monitoring, and evaluation of the CDBG program. A CDBG Administrative Assistant assists with the day-to-day operations of the Department. All operating expenses for the department including computer support services, printing, phone, advertising, and office equipment and supplies will be funded under this section. Training and travel expenses, professional memberships, and other related costs will also be paid from Administration.

PUBLIC SERVICES – LIMITED TO 15% OF TOTAL GRANT ALLOCATION

Library – Large Print Books **\$1,000**

The Roseville Public Library will purchase 300 large type adult fiction and non-fiction titles purchased through vendors at a discount.

St. Vincent DePaul**\$9,000**

Services to the needy include emergency food, rent, utility assistance, medical needs, transportation, minor home repairs for un/underemployed, seniors/elderly, and the disabled and homeless individuals.

HOPE Center**\$15,000**

The HOPE Center is the only organization in Macomb County that provides a "one-stop-shop" for a whole host of human service resources available in one easily accessible location. The nonprofit group began operations in 2010 as a collaboration of Gleaner's Community Food Bank of Southeastern Michigan; Meijer, Inc, and many local area faith-based organizations. The Center operates the largest client choice food pantry in Macomb County. Addition resources for humanitarian and housing assistance are available to clients through collaboration with county agencies and community non-profit agencies, who are on-site one to five days a week. The nonprofit groups, include: Community Assessment Referral & Education (CARE); Community Housing Network; Compassion Pregnancy Center; Downriver Community Services; First Responders Chaplain Corps; Grace House; MCREST; MCCSA Senior Citizen Services; Macomb Warming Center; Macomb Homeless Coalition; MSU-Extension Food & Nutritional Education Program; The Provident Corporation; Solid Ground Transitional Housing; Southwest Housing Solutions; Turning Point; and Veteran Services of Macomb County.

Macomb County Warming Center**\$4,000**

An overnight emergency shelter for men and women who cannot be accommodated in a traditional shelter, the Warming Center is only operated during the fall and winter months on a rotating schedule among area churches. Church and community volunteers staff and operate the Warming Centers. The Warming Center also maintains a drop-in day center. Funding is used to cover the cost of laundering the bedding between rotations among the churches in Roseville.

Eastside Teen Outreach**\$5,000**

Focused on at-risk youth, this organization provides weekly meetings, community service, workshops, and meals to teens dealing with depression, neglect, bullying, etc.